



NORTH RENFREW LANDFILL OPERATIONS BOARD

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North Renfrew Landfill Operations Board

Approved Minutes of Meeting

Date: February 27, 2012
Time: 7:30 P.M.
Location: Town of Deep River Meeting Room

Chair	Gary McAnulty	Resident/Fifth Member	Present
Vice Chair	Bruce Boucher	Town of Laurentian Hills	Present
Deputy Mayor	Anne Giardini	Town of Laurentian Hills	Present
Councillor	Katie Robertson	Town of Deep River	Present
Councillor	Ruth Syme	Town of Deep River	Present
SLC Chair	Annie Oesinghaus	Site Liaison Committee	Present
Coordinator	James Leon	NRLOB	Present
Site Contractor	Tracy Lance	K&T Trucking	Present

1. Call to Order by the attending Board Members as a group for selection of a Chair *pro tem* for election of the North Renfrew Operations Board's 2012 Chair.

Gary McAnulty nominated Anne Giardini as Chair *pro tem*. Anne agreed to let her name stand as Chair *pro tem* for election of the North Renfrew Landfill Operations Board's 2012 Chair. No further nominations were made.

Moved by: Ruth Syme
Seconded by: Bruce Boucher

That the nominations are closed and that Anne Giardini be Chair *pro tem* for the election of the 2012 Chair. Carried.

2. Adoption of the Agenda for the current Meeting.

Members examined the Draft Agenda and agreed with its content.

Moved by: Anne Giardini
Seconded by: Ruth Syme

That the Agenda be accepted as presented. Carried.

3. Election of the Board's 2012 Chair.

Pro tem Chair Ann Giardini nominated Gary McAnulty as 2012 Chair. Gary agreed to the

nomination. A call was made for other nominees and none were made.

Moved By: Ann Giardini
Seconded By: Ruth Syme

That the nominations for Chair be closed. Carried.

Thus, Gary McAnulty was elected as Chair of the Board for 2012.

4. Call to order by Chair, brief opening remarks and welcoming of new Member.

Chair McAnulty called the Meeting to order at 7:05. He greeted the Board and welcomed Katie Robertson as a new Board Member.

5. Declarations.

Chair McAnulty stated that there could be a conflict of interest for him during the discussion of Agenda item 10. d. as roll-offs are part of this item. He would not participate in the discussion of this matter.

6. Delegations.

James noted that Agenda items 6. and 8. a. are similar as Site Contractor Tracy Lance is present and wishes to make a brief presentation about the July 2013 end of the current contract. Tracy briefly reviewed the earlier contracts to operate the Baggs Road Landfill Site. K&T Trucking had been awarded all of these contracts. The current 2008-2013 contract has a clause in it that will turn over the ownership of the Liebherr compacting loader to K&T Trucking. This clause has saved operating costs since 2008.

Tracy added that he would like to invest in the opening of a pit for loamy top cover for future Site use. The native sand which has been used extensively since the Site opened is light, blows off easily and birds can easily dig into it. The loam top cover he refers to will also make good interim and final cover material.

Members discussed part 'B' PROCUREMENT OF SERVICES of the Board's Procurement Policy. Part 'B' states:

'B' PROCUREMENT OF SERVICES:

- 7.1 All of the above procedures for the procurement of goods and services shall apply save and except as follows
- 7.2 The procurement of goods or a service to operate the landfill site may, with a duly entered resolution of the Board in its minutes, be waived under the following conditions

- i the service has been obtained previously by following the procedures under 'A'
- ii the service has been performed to the full satisfaction of the Board
- iii the service has been or is a previously offered and contracted service

7.3 If all the conditions under section 7.2 are followed and observed then the Board may by a resolution duly entered in its minutes procure, without requesting or advertising or following public procurement practices, the goods or service from an existing supplier or contractor.

Members discussed the next contract and agreed that they would consider a reasonable offer for a five-year term from K&T Trucking. The Chair asked Tracy to prepare an offer and present it to the Board during the May 28, 2012 Meeting.

Ruth Syme advised the Board that Deep River Council would like the Baggs Road and Miller Road Sites to both be operated by the Board.

The collecting of tipping fees by the Sites' Attendants was briefly discussed. Tracy Lance noted that one option that other landfills utilize would be to have a local business such as Mr Gas sell tipping fees.

7. Review and acceptance of Minutes of Meeting November 28, 2011.

Board Members discussed the Minutes.

Moved by: Bruce Boucher
Seconded by: Anne Giardini

That the Minutes of the November 28, 2011 Board Meeting be accepted as presented.
Carried.

8. Correspondence.

- a. Discussion with Site Contractor re Contract renewal for July 2013 and visit by Contractor.

This item was addressed during item 6. earlier.

- b. Update from Jp2g's Andrew Buzza re Application to delete the annual winter Monitoring event.

James reported that he had requested an update from Andrew about the status of this application for an amendment to the C of A and Andrew contacted the MOE. The review was given a high priority and the wheels are in motion.

- c. Update from MOE re application to permit stockpiling of mattresses/bulky material.

James received word that the MOE's Ranjani Munasinghe has begun the review of the application. Ranjani had three questions which James answered re the kind of shredder/grinder to be used, the stockpiling time and the number of bulky items that would be stored during this time and the location of Wayne Blimkie's property.

- d. Details of 2012 closure letter and Site's current life expectancy.

The closure letter was examined and the Board discussed the 23 year life expectancy. Chair McAnulty noted that the Baggs Road Site took about nineteen years to locate and open so the Towns should begin the process of finding a new landfill site in the near future. He added that there is actually more waste being landfilled because of the new subdivision in Laurentian Hills. Additional construction will likely cause more garbage for the Landfill Site.

- e. 2011 waste summary from AECL (CRL).

Members examined and briefly discussed the AECL Report. It was noted that there was an increase of cafeteria food waste over the previous two years. Cafeteria recycling should be addressed by the SLC.

- f. Receipt of September 9, 2011 Site Inspection Report on January 18, 2012.

The Inspection Report was deemed to be acceptable. There were no negative findings in 4.0; the summary of findings in the Report.

9. Finance.

- a. Financial Report.

The 2011 Financial Report was discussed. Errors in the Stewardships lines were noted and a separate report on 2011 Stewardships payments and amounts still owing was examined and was discussed during Agenda item 9. c. below.

Moved by: Katie Robertson
Seconded by: Anne Giardini

That the current Financial Report be accepted for information purposes. Carried.

- b. Revising Table 1 of the Draft Baggs Road Tipping Fee Schedule, as discussed by emails.

Table 1 of the Draft Baggs Road Tipping Fee Schedule was discussed. Members went through it line by line. The only change recommended was to the line:

Mattresses or stuffed couches, chairs, love seats etc.	\$10.00
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The earlier fee was \$5.00.

Moved by: Anne Giardini
Seconded by: Katie Robertson

That the Baggs Road Draft Tipping Fee Schedule be accepted as amended for presentation to the Towns. Carried.

James was directed to update the Draft and send it to the Board and the CAOs.

- c. Pre-Audit Draft 2012 Budget for recommendations and 2011 Stewardship payments and payments due.

The Draft 2012 Budget and the Stewardships Payments Report were examined. Members were reminded that the actual numbers will be available when the 2011 Audit is received.

James summarized the status of the Stewardship Ontario's amounts owing to the Board for 2011. Members agreed that the AMO Breaking News re MOE's Direction to Waste Diversion Ontario promises to be a step foreword for the Board's finances. The directives include full cost recovery.

- d. Receipt of Census and request by Laurentian Hills that the Towns update the apportionment of costs as there is a requirement that once in term of Council the Joint Agreement be examined. It is possible that the percentage split is incorrect based on volume, population and household counts.

The 2011 Census indicates that the population and households split is 60% for Deep River and 40% for Laurentian Hills. Ruth Syme suggested that the details of merging the two Landfill Sites under the NRLOB should be first worked out and then the percentage split should be addressed.

- e. Stewardship Ontario (SO) Cover Letter and Amending Agreement document for approval and signing.

Details of SO's Amending Agreement document were discussed and Members agreed that it would improve the Agreement.

Moved by: Ruth Syme
Seconded by: Anne Giardini

That James be directed to sign the Amending Agreement with Stewardship Ontario and send it to SO. Carried.

10. Update from the Site Liaison Committee.

- a. Details of February 8, 2012 SLC Meeting.

James had reported the following by email:

[During the February 8, 2012 SLC Meeting the following items were discussed:](#)

- Elections: Annie Oesinghaus was elected SLC Chair and Selma Nussbaumer-Roth was elected SLC Vice-Chair for 2012.
- Spring and HHW/WEEE Day advertising.
- SLC Members discussed having a HHW/WEEE Day in the spring and possibly another in September 2012. The SLC requests that the Board approves the two events.
- WRW Contests in the Schools and ways to get better participation from MCS. The SLC requests that the Board approves the WRW Contests for 2012.
- The two current applications to amend the Site's C of A were briefly discussed. MOE updates are necessary.
- Status of giving blue boxes to local businesses and possibly writing a generic letter offering businesses some help recycling.
- 2011 payments from the three Stewardship Programs were examined and discussed.
- Members discussed suggestions to help reduce illegal dumping that could be recommended to the Towns.

Moved by: Brian Burke
 Seconded by: Annie Oesinghaus

That the SLC suggests that the Board considers the following for recommendation to the Towns:

- a. That the Attendant at both Landfill Sites be empowered to collect tipping fees.
- b. That roll-offs be used at Rolphton, Point Alexander and Chalk River for waste and that they be emptied weekly or when full. Carried.

The SLC is exploring options that could be beneficial to the Landfill Site and the Towns; and remind the Board that they are always open to suggestions to these ends. The SLC thanks the Board Members for their continued support.

- b. Results of election of 2012 SLC Chair and Vice-Chair.

The results of the 2012 SLC elections were reported in item 10. a. above.

- c. Requests to the Board that two 2012 HHW/WEEE days and WRW contests in the Schools be approved.

Moved by: Gary McAnulty
 Seconded by: Bruce Boucher

That the Board approves the SLC having two HHW/WEEE days in 2012. Carried.

Moved by: Gary McAnulty
 Seconded by: Katie Robertson

That the Board approves the SLC having WRW contests in the Schools. Carried.

Members discussed a recent presentation at a Council Meeting by an SLC Member. The Board agreed that an SLC Member could act on their own as a Town resident but requires Board Approval to represent the SLC or the Board. Board approval should be first obtained in this instance.

- d. Request that the Board considers SLC suggestions for recommending to the two Towns. The suggestions are that Attendant at both Landfill Sites be empowered to collect tipping fees and having roll-offs at Rolphton, Point Alexander and Chalk River for waste to be emptied weekly or when full.

Board Members discussed the request about the Attendants at both Landfill Sites be empowered to collect tipping fees. This matter will be considered by both Town Councils.

With regard to having roll-offs in some locations, Board Members agreed that the weekly garbage pickups are adequate and convenient. Also, a Transfer Station Licence would have to be obtained for each location.

Another disadvantage would be that it wouldn't be controlled, anyone could put C&D, HHW etc. into the roll-offs and animals could get in and spread the waste around.

Regarding: "The SLC is exploring options that could be beneficial to the Landfill Site and the Towns; and remind the Board that they are always open to suggestions to these ends." Anne Giardini suggested that advertising and education are the best ways to improve waste habits and enhance recycling.

11. Adjourn.

- a. The next Board Meeting will be on May 28, 2012 in the Point Alexander Meeting Room at 7:00 pm.
- b. Motion to Adjourn.

Moved by: Bruce Boucher
Seconded by: Katie Robertson

That the Meeting be adjourned at 8:40 pm. Carried.